

**BOARD WORK SESSION
IOWA LAKES COMMUNITY COLLEGE
OCTOBER 20, 2020
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BOARD WORK SESSION

SERT FACILITY

4:00 P.M.

The Board of Trustees of Iowa Lakes Community College met in the Snap-On Room at the Iowa Lakes Community College SERT Facility, 2421 7th Avenue South, Estherville, IA at 4:00 P.M. on Tuesday, October 20, 2020, prior to the regular monthly board meeting. The purpose of this public meeting and work session was to review the agenda for the regular monthly meeting and briefly discuss related topics.

MEMBERS PRESENT

Janice Lund	President
Bob Jennings	
Todd Johnson	
Arden Kinnander	

MEMBERS ABSENT

Pat Kibbie	Vice President
Christopher Fuhrman	
Jane Nolan Goeken	

GUESTS

Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

DISCUSSION

College President Newhouse reviewed the agenda for the regular monthly board meeting and conducted a brief discussion related to those items. No decisions were made, and no action was taken.

ADJOURNMENT

The work session adjourned at 4:19 P.M.

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The Board of Trustees of Iowa Lakes Community College met in regular session in the Snap-On Room at the Iowa Lakes Community College SERT Facility, 2421 7th Avenue South, Estherville, IA, on Tuesday, October 20, 2020, beginning at 4:30 P.M.

MEMBERS PRESENT

Janice Lund	President
Bob Jennings	
Todd Johnson	
Arden Kinnander	
Valerie Newhouse	College President
Cindy Oviatt	Board Secretary

MEMBERS ABSENT

Pat Kibbie	Vice President
Christopher Fuhrman	
Jane Nolan Goeken	

GUESTS

Delaine Hiney, Robert Leifeld, Kathy Muller, Jolene Rogers, Jeff Soper, Dan Lutat, and Tim Busch

MEDIA PRESENT

Mike Tidemann

CALL TO ORDER

Board President Janice Lund called the meeting to order at 4:30 P.M.

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REVIEW AND APPROVAL OF AGENDA

Bob Jennings made a motion, with a second from Todd Johnson, to accept and approve the agenda as written.

The vote was called, and the motion was approved unanimously.

REVIEW AND APPROVAL OF MINUTES

A motion was made by Arden Kinnander, with a second from Bob Jennings, to accept and approve the minutes of the September 15, 2020, regular board meeting as written.

The vote was called, and the motion was approved unanimously.

DELEGATIONS, PUBLIC COMMENT AND COMMUNICATIONS

None.

PERSONNEL / CONSENT AGENDA

A) Resignations / New Hires / Contracts

Following the information provided by Kathy Muller, Executive Director of Human Resources, a motion was made by Todd Johnson, with a second by Arden Kinnander, to approve the consent agenda and supplemental contracts as presented.

New Hires:

Rhonda Johnson	Instructional Assistant	Emmetsburg	PT	\$20.25/hr.
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The vote was called, and the motion was approved unanimously.

B) Quality Faculty Plan (QFP) Update

Kathy Muller, Executive Director of Human Resources, requested approval to change the Iowa Lakes Quality Faculty Plan to mirror changes made by the State of Iowa to the qualifications for faculty teaching in Career and Technical programs. A motion was made by Bob Jennings, with a second by Arden Kinnander, to approve the changes to the Quality Faculty Plan as presented.

The vote was called, and the motion was approved unanimously.

IOWA LAKES REPORT

A) Grants Update

Robert Leifeld, Vice President of Administration, presented information on college grants and processes.

GAMING GRANT APPLICATION

A) Palo Alto County Gaming Development Corporation (PACGDC) Grant Application Proposal

Robert Leifeld, Vice President of Administration, presented the Palo Alto County Gaming Development Corporation grant application proposal for 2020.

The mini-grant proposal requests \$3,866 with a College match of \$387 to improve the Emmetsburg Campus Community Room (#10) with new flooring. The Community Room is used by various community groups, legislator meetings, family events, and College functions.

Following the presentation, a motion was made by Arden Kinnander, with a second by Todd Johnson, to approve the submission of the mini-grant application proposal as presented.

The vote was called, and the motion was approved unanimously.

JROTC MOU

Dan Lutat, Director of Governmental Affairs & Special Projects, and Tim Busch, Aviation Coordinator, provided information on the opportunity to partner with the Marine Corps JROTC and the Air Force JROTC for training high school students in technology/computer science/cybersecurity.

FACILITIES

A) Facilities Update

Delaine Hiney, Executive Director of Facilities Management, provided a remodel progress update on the Farm Lab building and Cosmetology area.

COMMUNITY & BUSINESS RELATIONS

A) Donation

Jolene Rogers, Executive Director of Community & Business Relations, presented information on a \$40,000 donation from Phil Andreason, on behalf of the Wieneke Estate, to the Smith Wellness Center. Arden Kinnander motioned, and Todd Johnson seconded, to accept the \$40,000 donation as presented.

The vote was called, and the motion was approved unanimously.

B) New Jobs Training Project (2020-1 Multiple Projects)

1) Resolution Directing the Publication of Notice on the Proposition of the Issuance of Not to Exceed \$800,000 Industrial New Jobs Training Certificates

Board Member Bob Jennings, introduced the following Resolution entitled "RESOLUTION DIRECTING THE PUBLICATION OF NOTICE ON THE PROPOSITION OF THE ISSUANCE OF NOT TO EXCEED \$800,000 INDUSTRIAL NEW JOBS TRAINING CERTIFICATES," and moved that the same be adopted. Board Member Todd Johnson seconded the motion to adopt. The roll was called and the vote was,

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AYES: Jennings, Johnson, Kinnander and Lund
NAYS: None

Whereupon, the President declared the resolution duly adopted as follows:

**RESOLUTION DIRECTING THE PUBLICATION OF NOTICE
ON THE PROPOSITION OF THE ISSUANCE OF NOT TO
EXCEED \$800,000 INDUSTRIAL NEW JOBS TRAINING
CERTIFICATES**

WHEREAS, the Community College is in need of funds to carry out one or more proposed new job training Project(s), as defined in Iowa Code Chapter 260E as hereinafter described; and, it is deemed necessary that it should issue Industrial New Jobs Training Certificates to the amount of not to exceed \$800,000, as authorized by Chapter 260E, Code of Iowa, as amended (the "Act"), for the purpose of providing funds to pay costs thereof; and

WHEREAS, Industrial New Jobs Training Agreements have been or will be negotiated which Agreements establish a new jobs training program to educate and train certain persons employed by certain employers in new jobs within the Merged Area, as defined in Iowa Code Chapter 260C.2 and such Agreements are deemed to be beneficial to the Community College and to employers and employees; and

WHEREAS, before Industrial New Jobs Training Certificates may be issued to fund the Project(s) contemplated by the Agreements, it is necessary to publish a notice on the matter of the proposal to issue the New Jobs Training Certificates and the right to appeal the decision of the Board of Directors in proposing to issue the Certificates.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
IOWA LAKES COMMUNITY COLLEGE:**

Section 1. That this governing body shall meet in the SERT Building, SnapOn Conference Room, Iowa Lakes Community College, 2421 7th Ave. South, Estherville, Iowa, at 4:30 P.M., on the 17th day of November, 2020, for the purpose of taking action on the matter of the issuance of not to exceed \$800,000 Industrial New Jobs Training Certificates of said Merged Area, the proceeds of which Certificates will be used to provide funds to pay costs of new jobs training by providing education and training of workers for new jobs within the Merged Area.

Section 2. That the Secretary is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in the Merged Area, said

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publication to be not less than fifteen (15) clear days before the date of the public meeting on the issuance of the Certificates.

Section 3. The notice of the proposed action to issue the Certificates shall be in substantially the following form:

NOTICE OF MEETING AND ACTION OF THE BOARD OF
DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE ON
THE MATTER OF THE PROPOSED ISSUANCE OF NOT TO
EXCEED \$800,000 PRINCIPAL AMOUNT OF IOWA LAKES
COMMUNITY COLLEGE INDUSTRIAL NEW JOBS
TRAINING CERTIFICATES (2020-1 MULTIPLE PROJECT) IN
ONE OR MORE SERIES

Public Notice is hereby given that the Board of Directors of Iowa Lakes Community College will meet on the 17th day of November, 2020, at 4:30 P.M., in the SERT Building, Snap-on Conference Room, Iowa Lakes Community College, 2421 7th Ave. South, Estherville, Iowa, at which meeting the Board proposes to institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$800,000 of Iowa Lakes Community College Industrial New Jobs Training Certificates (2020-1 Multiple Project) to be issued for the purpose of providing education and training of workers for new jobs at the following facilities located at the following locations within the Merged Area:

Architectural Arts Millwork, LLC
1201 Main Street
Emmetsburg, Iowa 50536

Architectural Arts Millwork, LLC
2200 East Ovid
Des Moines, Iowa 50313

GKN Armstrong Wheels, Inc.
5453 6th Avenue
Armstrong, Iowa 50514

KLM Acquisition Corporation (dba Aluma, Ltd.)
101 E. Seneca Road
Bancroft, Iowa 50517

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KLM Acquisition Corporation (dba Aluma, Ltd.)
3810 460th Avenue
Emmetsburg, Iowa 50536

Metal Works, Inc. (d/b/a MWI Components)
1015 32nd Avenue W
Box 939
Spencer, Iowa 51301

At the above meeting, the Board of Directors shall take additional action for the issuance of the industrial new jobs training certificates or will abandon the proposal to issue the certificates.

At any time within fifteen days after the publication of this notice a person may by action in the District Court of a County in the area within which the Community College is located, appeal the decision of the Board of Directors in proposing to issue the certificates. The action of the Board of Directors in determining to issue the certificates is final and conclusive unless the district court finds that the Board of Directors has exceeded its legal authority. An action shall not be brought which questions the legality of the certificates, the power of the Board of Directors to issue the certificates, the effectiveness of any proceedings relating to the authorization of the Project(s), or the authorization and issuance of the certificates from and after fifteen (15) days from the publication of this notice of intention to issue.

This Notice is given by order of the Board of Directors of Iowa Lakes Community College as provided in Section 260E.6(5), Code of Iowa, as amended.
Dated at Estherville, Iowa, this 20th day of October, 2020.

PASSED AND APPROVED this 20th day of October, 2020.

2) Resolution Approving Preliminary Official Statement and Approving Electronic Bidding Procedures

Board Member Todd Johnson introduced the following resolution entitled "RESOLUTION APPROVING PRELIMINARY OFFICIAL STATEMENT AND APPROVING ELECTRONIC BIDDING PROCEDURES" and moved that the resolution be adopted. Board Member Arden Kinnander seconded the motion to adopt. The roll was called and the vote was,

AYES: Johnson, Kinnander, Jennings, and Lund

NAYS: None

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Whereupon, the President declared the resolution duly adopted as follows:

**RESOLUTION APPROVING PRELIMINARY OFFICIAL
STATEMENT AND APPROVING ELECTRONIC BIDDING
PROCEDURES**

WHEREAS, it is deemed necessary and advisable that Iowa Lakes Community College, State of Iowa, should issue its Industrial New Jobs Training Certificates, Series 2020-1, to the amount of not to exceed \$800,000, as authorized by Chapter 260E, Code of Iowa, as amended, for the purpose of providing funds to pay costs of providing education and training of workers for new jobs within the Merged Area; and

WHEREAS, in conjunction with its Municipal Advisor, Speer Financial, the College has caused a preliminary Official Statement to be prepared outlining the details of the proposed sale of the Certificates; and

WHEREAS, the Board has received information from its Municipal Advisor evaluating and recommending the procedure hereinafter described for electronic, facsimile and internet bidding to maintain the integrity and security of the competitive bidding process and to facilitate the delivery of bids by interested parties; and

WHEREAS, the Board deems it in the best interests of the College and the residents of the Merged Area to receive bids to purchase such Certificates by means of both sealed and electronic internet communication.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF IOWA LAKES COMMUNITY COLLEGE, STATE OF IOWA:

- A. Bids shall be received on the 17th day of November, 2020, until 10:30 A.M., in the manner outlined in the preliminary Official Statement.
- B. That the preliminary Official Statement in the form presented to this meeting be and the same hereby is approved as to form and deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to such revisions, corrections or modifications as the President and Secretary, upon the advice of bond counsel and the Community College's Municipal Advisor, shall determine to be appropriate, and is authorized to be distributed in connection with the offering of the Certificates for sale.

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- C. That the receipt of electronic bids by facsimile machine and through the SPEERAUCTION Competitive Bidding System described in the Official Statement is hereby found and determined to provide reasonable security and to maintain the integrity of the competitive bidding process, and to facilitate the delivery of bids by interested parties in connection with the offering at public sale.

PASSED AND APPROVED this 20th day of October, 2020.

C) Community & Business Relations Update

Jolene Rogers, Executive Director of Community & Business Relations, provided an update. The College was awarded the Industrial Maintenance Apprenticeship Grant for \$249,852, allowing the College to purchase equipment and technology to create an industrial training facility at the Algona Campus.

Iowa Lakes received a \$100,000 Employer Innovation Grant providing free training to individuals to secure a job or help them in their job.

Goldman Sachs 10,000 Small Businesses program is accepting applications for a fifth cohort. The program has been implemented entirely online.

TREASURER'S REPORT / MONTHLY BILLS

A) Financial Reports

B) Monthly Bills

Jeff Soper, Chief Financial Officer, presented the financial report and the monthly bills for approval. A motion was made by Arden Kinnander, with a second by Jan Lund, to approve the financial report and the payment of the monthly bills as listed and presented.

The vote was called, and the motion was approved unanimously.

ORAL REPORTS

A) Iowa Association of Community College Presidents

College President Valerie Newhouse gave a brief report on the search for the IACCT Executive Director position.

B) Iowa Association of Community College Trustees

Board President Janice Lund reported on the interviews for the IACCT Executive Director position and women's wrestling at Indian Hills Community College.

C) Trustee Comments

None.

ADJOURNMENT

Following no further discussion, the meeting adjourned at 5:52 P.M.

Cindy L. Oviatt, Board Secretary